

SECTION VI - Part 4 of 5  
PROJECT MANAGEMENT AND INFORMATION TECHNOLOGY TEMPLATES

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***A125 - Contract to SyRS Traceability Matrix Coversheet***

<b>System:</b>	<b>Item Number:</b> A125
<b>Title:</b> Contract to System Requirements Specification (SyRS) Traceability Matrix	
<b>RFP Reference:</b> Section VI Part 3, Y.1	
<b>Date of Submission:</b> <ul style="list-style-type: none"><li>• At the same time as the System Requirements Specification</li><li>• Updates as needed</li></ul>	
<b>Distribution:</b> <ul style="list-style-type: none"><li>• CDCR: 1 copy along with a magnetic media containing MS Office format copy</li><li>• V&amp;V: 1 copy along with a magnetic media containing MS Office format copy</li></ul>	
<b>Approval:</b> CDCR written approval is required.	
<b>Comment:</b> Change pages may be delivered upon approval of changes to the requirements until the cumulative total number of change pages reaches 10% of the final submission, upon which the entire document shall be re-issued.	
<b>Preparation Instructions:</b> The Contractor shall provide this document according to the standards defined in the documentation plan.  The deliverable(s) shall include at a minimum the contents of the template in and/or following this coversheet, or equivalent as determined by the Project Director or designee. Providing less information than required in the template or any exceptions shall not be allowed unless advance written permission is obtained from the Project Director or designee.	

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## ***Contract to SyRS Traceability Matrix***

### **1.0 INTRODUCTION**

#### **1.1 Document Purpose**

This document collects and summarizes the business requirements developed within the Contract and identifies in which the system requirement from the System Requirements Specification they are implemented.

If appropriate, add project specific information regarding the history and use of this document.

#### **1.2 Document Organization**

Include any specific information about the audience and organization of this document.

#### **1.3 Referenced Documents**

If appropriate, include the name, date, and revision number of all documents referenced by this document.

### **2.0 CONTRACT TO SYRS TRACEABILITY MATRIX**

Complete the following table for each Contract requirement that must be tracked in order to meet the successful completion criteria for the solution.

#### **2.1 Contract to SyRS Traceability Matrix**

<b><i>Contract Requirement Number</i></b>	<b><i>Name/Description</i></b>	<b><i>SyRS Requirement</i></b>
1.	<i>[Briefly describe the requirement. If appropriate, refer to the Logical or Physical Requirements documentation section that identifies this requirement.]</i>	<i>[List the SyRS Requirement(s) that implement this requirement]</i>
2.		
3.		
4.		